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~~SECRET~~ CONFIDENTIAL

~~SECRET~~ OT-121
T-3023

2 August 1950

MEMORANDUM

TO : Chief, Common Instruction

25X1A FROM : [redacted]

SUBJECT: Analysis of Instructors' Working Day.

1. Reference is made to your memorandum of 21 July, Subject: Analysis of Instructors' Working Day.

2. The following is an analysis of the working day of the full-time instructors, currently in the Operations Course:

25X1A [redacted]

Lectures	10%
Live Problem	15%
Evaluations	12%
Critiques, Problems	14%
Student Guidance	4%
Marking Papers	8%
Administration	10%
Research, preparation of lectures, study, interviews, liaison, etc.	27%

25X1A [redacted]

Lectures	9%
Preparation and research for lectures, live problems	15%
Live Problem	14%
Marking papers	19%
Evaluations	10%
Individual student guidance.	2%
Sitting in on class critiques lectures, etc.	10%
Special projects, administration, debriefings, reading, movies, etc.	21%

Document No. 17
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Class. CHANGED TO: TS S (C)
Auth: DDA Memo 4 Apr 77
DDA REG. 77/1763
Date: 10 MAR 1978 By: 024

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T-3033

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25X1A [redacted]

Lectures.....5%
Live Problem.....14%
Marking Papers.....12%
Student Guidance..... 1%
Auditing of critiques, class discussions, etc10%
Preparation and research for lectures, etc.....26%
Special projects, study of other lectures, cases, etc.....22%
Evaluation.....10%

25X1A 3. [redacted] have not been requested to submit a report, since they are not presently established in the working routine of the OC.

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